

Minutes of the Meeting of
Louisiana State Board of Architectural Examiners
Baton Rouge, Louisiana
June 08, 2012
10:00 AM

Attending Robert W. McKinney, President presiding
 Allen Bacqué
 Creed Brierre
 J. David Brinson
 Ronald Blitch
 John Cardone, Jr.
 Richard LeBlanc
 Teeny Simmons, Executive Director
 Paul H. Spaht, Board Attorney
 Robert Eddleman, Board Investigator

Call to Order

1. The meeting was called to order by the President.

Minutes Approved

2. The minutes from the meeting held March 16, 2012, were approved as written.

IDP Report

3. Ms. Marsha Cuddeback, IDP State Coordinator, was unable to attend but provided the following report:

1 LA IDP Forum 2012

Forum complete. Proceedings in progress w/ anticipated distribution date, September 2012.

Note: NCARB is promoting the IDP Forum on the national level with an introduction to creating an IDP Forum at the upcoming IDP Conference in Chicago.

2 IDPAC (Intern Development Program Advisory Committee)

IDP State Coordinator appointed for a second term to serve on the IDPAC

3 LA IDP Auxiliary Coordinators

Goal: To identify and engage auxiliary coordinators across the state.

Confirmed: Ray Tse, Chenevert Architects, Baton Rouge, LA

Potential: Matt Baker, Abell + Crozier Architects, Lafayette, LA

The Board agreed to help with funding if an auxiliary coordinator could attend the National IDP Coordinators Conference in Chicago.

4 Firm Outreach for Interns

AIA LA prepared a list of all Louisiana firms (288) organized by Chapter. The LA State IDP Coordinator is developing a program to visit firms across the state with the assistance of auxiliary coordinators, once identified. This initiative is scheduled to begin mid-summer, early fall.

5 NCARB IDP NEWS

Updated IDP Workbook to reflect the requirements of IDP 2.0

New online reporting system in effect April 5, 2012
watch <http://www.ncarb.org/Publications/Webcasts/TheNewOnlineReportingSystem.aspx>

6 UPCOMING EVENTS

IDP Coordinators Conference, July 27-28, 2012, Chicago, IL
2012 AIA Louisiana Design Conference, September 26-28, 2012, Lafayette, LA

Executive Director's
Report

4. The Executive Director reported the following office functions:

- A. Preparation of 2012 firm renewals/processing.
- B. Preparation of June, 2012 newsletter.
- C. Results of LA Architect Selection Board election (term beginning September 15, 2012).

District 1	Laura LeBon	New Orleans, LA
District 2	Brett Petry	Covington, LA
District 3	Coleman D. Brown	Baton Rouge, LA
District 4	H. Curtis Vincent	Sulphur, LA
District 5	Mark W. Prevot	Shreveport, LA

D. Worked with AIALA/Representative Simon at Legislature.

E. Attendance:

- 1. April 17 State Capitol (firm registration).
- 2. May 8 telephone conference (disciplinary guidelines).
- 3. June 6 Arch-Eng committee meeting.

Legal

5. Mr. Spaht presented the following legal matters:

- A. Rule § 1315 (Continuing Education) – For informational purposes, the board reviewed the Rule published on April 20, 2012, in the Louisiana Register. The now adopted Rule makes the board's mandatory continuing education rules coincide with NCARB Resolution 2011-1. Mr. Spaht will mention the Rule in his article in the upcoming newsletter, including particularly the board's decision to allow the carry forward of excess continuing education hours earned during 2012 to 2013 *only*. No board action on this matter was deemed necessary.
- B. Rule § 1305 (Placing of Seal or Stamp) – The board reviewed the NOI published on January 20, 2012, in the Louisiana Register proposing to amend Rule § 1305 of the board rules concerning placing of seal or stamp. On motion by Mr. Bacque, seconded by Mr. Leblanc, the board adopted the proposed amendments. The proposed rules will now be published in the July 20, 2012 issue of the Louisiana Register.

- C. HB 1063 (Firm Practice) – The board reviewed the reengrossed version of HB 1063 providing relative to architectural firm practice and the licensure of such firms by the board. Ms. Simmons reported that Senator Conrad Appel had withdrawn the two amendments which he had earlier added to the bill during a senate committee meeting, and it appeared likely that the bill will now pass the legislature without any serious opposition.

The board discussed whether a committee should be established to consider the next step; instead, it was decided that the executive director and the board attorney should meet and make recommendations to the board. Such recommendations will be discussed at the next meeting.

- D. General Disciplinary Guidelines – The board reviewed the recommendations of its committee (Messrs. Blitch, Brinson, and Cardone) concerning the minimum disciplines which should be imposed for various violations of the licensing law and board rules. After discussion, changes were made to the recommended minimum disciplines for (i) firm practice without obtaining proper licensure, and (ii) individual or firm practice with an expired license. On motion by Mr. Brinson, seconded by Mr. Bacque, the board adopted the guidelines, as amended during the meeting, as a proposed draft.

The proposed guidelines will be published in the upcoming newsletter so that architects may comment thereon, and Mr. McKinney will provide a copy of the proposed draft to AIA Louisiana next week.

- E. Rule § 1303 (Architect's Seal or Stamp) – The board reviewed a draft NOI pertaining to a possible amendment to board rule § 1303 concerning an architect's seal or stamp. The draft NOI is modeled after a Rhode Island rule, which was also reviewed, and describes an architect's seal. The board also reviewed LA Board of Registration for Professional Engineers and Land Surveyors Rule § 2701, which describes an engineer's seal and contains visuals of the seals of a professional engineer, professional engineer in civil engineering, and land surveyor. On motion by Mr. Brinson, seconded by Mr. Blitch, a visual of an architect's seal will be added to the proposed amendment, and the proposed amendment to Rule § 1303 will then be published in the Louisiana Register.

- F. Information on Architectural/Engineering Licensure Laws and Rules – Mr. McKinney reported that on June 6, 2012, he, Mr. Brinson, and Ms. Simmons had met with representatives of LAPELS (Donna Sentell and three LAPELS board members) and the Office of the State Fire Marshal (Joe Delaune and Don Zeringue), and the board reviewed the latest draft of this document. Mr. McKinney further reported that a few minor changes to this document were made during this recent meeting, and the OFM has requested a very few additional minor changes to the introduction. The board has previously approved the language of this document, and from all indications significant progress is being made toward its finalization and publication.

- G. Texas Board of Architectural Examiners Customer Survey – The board reviewed a copy of the TBAE Customer Satisfaction Survey, 2012. After discussion, Messrs. Bacque, Blitch, and Leblanc offered to serve on a committee which will suggest a

shortened version of the TBAE customer satisfaction survey (perhaps 20 questions or so) for use by the board.

- H. Sharing Database with NCARB – For informational purposes only, the board reviewed a series of emails concerning the sharing of the board's database with NCARB at NCARB's cost. Other states are doing the same, with the hope that this sharing will facilitate the ability of NCARB to provide information to the states. No board action on this matter was deemed necessary.
- I. Architectural Focus Group – For informational purposes only, the board reviewed a short article authored by Ladd Ehlinger concerning the Architectural Focus Group and its Intern Awards Program. The article will be published in the upcoming issue of the newsletter. No board action on this matter was deemed necessary.
- J. CRC matters – Mr. Eddleman presented the following Consent Orders to be ratified:

Case # 2011-9 – Carl Trimble – Mr. Eddleman reported on an unlicensed architect that submitted design drawings to the Fire Marshal's Office (FMO) for review. The Architects' Licensing Law did not require an architect's seal. The drawings contained respondent's name with the word "Architect" after his name, and the firm name "Affordable Architects" was shown on correspondence with the FMO. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved a motion made by Mr. Blitch, seconded by Mr. LeBlanc, to approve the signed Consent Order.

Case # 2011-13 – Tobin Starr + Partners – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure in which it admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved a motion made by Mr. LeBlanc, seconded by Mr. Bacque, to approve the signed Consent Order.

Case # 2011-14 – Omega Design Architects – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure in which it admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved a motion made by Mr. Bacque, seconded by Mr. Brinson, to approve the signed Consent Order.

- K. Enforcement Report – Mr. Eddleman presented a written Enforcement Report for the period March 16, 2012 through June 8, 2012. As set forth more fully in this report, the CRC at its March 16, 2012 meeting authorized the issuance of one Consent Order. Further, since the March meeting three cases have been opened, and at the direction of the CRC, seven cases have been closed due to ratified Consent Orders. In addition, four cases were referred to the CRC for review: one case of possible fraud, deceit, gross incompetence, dishonesty, misrepresentation, misconduct, or gross negligence in the practice of architecture; one case of possible unlicensed practice, and two cases relating to the improper use of the word architect.

Budget Report

6. Mr. Brierre and Mr. Brinson were elected President and Secretary respectively for a one year term beginning January 1, 2013.
7. The April, 2012 budget report was reviewed.
8. The 2012-2013 Budget was reviewed, discussed and approved. The Executive Director advised 4% raises were included as approved by Civil Service. Due to the session, contact with Civil Service has been delayed in regard to appointing Ms. Porche to an unclassified position.

The Executive Director also mentioned she will seek advice in using prior year's surplus funds as upcoming year's revenue in order to avoid an increase in fees in the near future.

9. Remaining 2012 meeting dates:

Friday, September 21

Friday, December 14

9/21/12
Date

Robert W. McKinney
Robert W. McKinney, President

Creed W. Brierre
Creed W. Brierre, Secretary